

TECNIA INSTITUTE OF ADVANCED STUDIES

NAAC Accredited Grade 'A' Institute

INTERNAL QUALITY ASSURANCE CELL

Date: 11.12.2021

Session: 2021-22

Notice

It is to inform all the concerned that the Meeting of Internal Quality Assurance Cell (IQAC) will be held on 20th December 2021 at 2:00 PM through online mode (Microsoft Team- Link will be shared on the scheduled date) to discuss the agenda points as mentioned below.

Agenda Points:

1. To approve the minutes of the meeting held on 19.09.2021
2. To apprise the members about the status of action taken on minutes of the meeting of IQAC held on 19.09.2021
3. To discuss the student's feedback (Online)
4. To apprise the house about the successful academic fests for Academic Session 2020-21
5. Presentation of AQAR for session 2020-2021
6. Approval of teaching and non-teaching staff.
7. Online fee submission software.
8. To discuss the plan of action for NAAC Second Cycle Preparation.
9. Increase in activities based on MoUs.
10. Any other items with the permission of Chair

Sd-

(IQAC Coordinator)

CC:

- To Dean, Tecnia Institute of Advanced Studies for kind information
- To Director, Tecnia Institute of Advanced Studies for kind information

INTERNAL QUALITY ASSESSMENT CELL (IQAC)
TECNIA INSTITUTE OF ADVANCED STUDIES
NEW DELHI - 110085

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INTERNAL QUALITY ASSURANCE CELL

Date: 20.12.2021

Minutes of Meeting

Meeting of Internal Quality Assurance Cell (IQAC) held on 20 December 2021 at 2:00 PM through MS Teams.

Members present

Name	Position
Dr. Ajay Kumar, Director	Chairperson
Dr. Sandeep Kumar, Professor	IQAC Coordinator
Mrs. Sandhya Srivastava, General Secretary, Health & Education Society	Member
Dr. M. N. Jha, TIAS	Member
Dr. Ashutosh Bajpai, Professor, HoD MBA	Member
Dr. Namita Mishra, Associate Professor, HoD BBA	Member
Dr. Rajesh Agarwal, Associate Professor, HoD BA(JMC)	Member
Dr. Deepak Sonear, Professor & HoD BCA	Member
Dr. Sachin Sabharwal, Associate Professor, MBA	Member
Dr. Vipul Pratap, Associate Professor, BA(JMC)	Member
Mr. Ajay Dureja, TIAS	Member
Dr. Sheenu Arora, TIAS	Member
Dr. Nivedita, Head-T& P Cell	Member
Ms Anchal, MBA (2021-23 Batch)	Member
Ms. Shivani Khandelwal, Alumni MBA (2018-20)	Member

Agenda 01: To approve the minutes of the meeting held on 19.09.2021

Members of the house noted and approved the minutes of IQAC meeting held on 19.09.2021.

Agenda 02: To appraise the members about the status of action taken on minutes of the meeting of IQAC held on 19.09.2021

Members were appraised about the action taken on minutes of meeting of IQAC held on 19.09.2021.

Agenda 03: Students feedback (Online)

Analysis of online students' feedback for academic session 2020-21 odd semesters (course wise) was put up before members. Members suggested that those faculty whose ratings were below average should be called by the respective HoD, IQAC Coordinator and Director to counsel/guide him/her for the improvement.

Agenda 04: Successful Academic Fest for Academic Session 2020-21(All departments)

It was informed that two academic fests Varchasva (BA (JMC) Fest) and Endéavour (Management Fest) were organized successfully. The house showed satisfaction.

Agenda 05: Presentation of AQAR for session 2020-2021

AQAR for session 2020-21 was presented criteria wise before the house. Members showed satisfaction and agreed that the same is to be placed before BoG for its approval.

Agenda 06: Approval of teaching and non-teaching staff.

After selection of teaching and non-teaching staff, IQAC will move the file for final approval to the competent authority.

Agenda 07: Online fee submission software.

Mr. Deepak Sharma has taken the responsibility to update Online fee submission software on ERP.

Agenda 08: To discuss the plan of action for NAAC Second Cycle Preparation

The deliberations were held with respect to the preparation of NAAC Second Cycle and it was apprised that the department HoD's along with CI are assisting the IQAC Team in the compilation work.

Agenda 09: Increase in activities based on MoUs

Members were informed that 5 new MOU's signed with Carrerlabs Technologies Private Limited, Bengaluru, Karnataka- 560034 & Uptoskills (A unit of Technified Pvt.Ltd., Palam Delhi, Beacon HR Point, Calyxpod and RVR Innovations LLP (Mytat) .Members apprised on this. T & P along with Department Heads will take care to Increase in activities based on MoUs

Agenda 10: Any other items with the permission of Chair

Meeting came to an end with the vote of thanks to the chairs as no other point was raised by any member for discussion.

The meeting ended with the vote of thanks to the chair


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INTERNAL QUALITY ASSURANCE CELL

Date: 27.02.2022

Action Taken Report

Agenda 01: Students feedback (Online)

Students' feedback for academic session 2020-21 odd semesters (course wise) have been analyzed. Faculty whose ratings were below average have been called by the respective HoD, IQAC Coordinator and Director to counsel/guide him/her for the improvement.

Agenda 02: To discuss the plan of action for NAAC Second Cycle Preparation

The deliberations have been held with respect to the preparation of NAAC Second Cycle. It has been taken into consideration that the department HoD's along with CI will assist the IQAC Team in the compilation work.

Agenda 03. Increase in activities based on MoUs

Training & Placement Incharge have discussed with departmental head about the various measures to increase in activities based on MoUs.

The meeting ended with the vote of thanks to the chair



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